



# **Kankakee Valley**

## **PARK DISTRICT**

### **Kankakee Valley Park District Board Meeting Minutes December 12, 2022**

The Board Meeting was called to order at 5:03pm by Commissioner Eads. Those present for roll call (in person or by electronic means) were Commissioner B. Spriggs, D. Palmer, M. Matthews, R. Eads. Others present (in person or via Zoom): Dayna Heitz, Executive Director, Rick Collins, Superintendent of Building & Grounds, Melissa Woodard (via zoom), Superintendent of Business, Lisa Krenkel, Superintendent of Recreation, Attorney David Freeman & Patrick Miner. Not present: D. Skelly

Public Present: Aaron Denton – KVPD staff, Bob Kerness, Steve Endress, Jim Kimmel, Dr. Larry Reiner

#### **Pledge of Allegiance**

**Public Comment:** NA

#### **COMMUNICATIONS**

#### **ENGAGEMENT PROPOSAL WITH DR. LARRY REINER FOR LEGISLATIVE CONSULTING SERVICES (ACTION)**

A motion to approve the engagement proposal with Dr. Larry Reiner for Legislative Consulting Services was made by Commissioner Spriggs, seconded by Commissioner Eads. Discussion: D. Heitz introduced Dr. Reiner. Dr. Reiner thanked the board and Dayna for having him tonight. Very optimistic on the OSLAD grant. Going to make sure we receive state funds for projects. You are set up to receive and manage those funds. Goal for knowing OSLAD results are in January. If we receive the grant, the process is pretty quick. If we receive the grant, \$300,000 is up front and the rest is reimbursed quarterly. Last session they required completion pictures before you get final money. Attorney Freeman has known and worked with Larry for 30 years. If he says he will do something for someone, he gets it done. He knows everyone in Springfield and think he would be a great addition to advocate on behalf of the Kankakee Valley Park District. Commissioner Palmer asked how you prioritize your work with multiple clients? Dr. Reiner said he doesn't take on too much work and take this very seriously. Clients aren't competing for same dollars. Plan to be successful and want to continue year after year. Upon

roll call vote the following Commissioners voted aye: D. Palmer, M. Matthews, R. Eads. Nay: B. Spriggs Absent: D. Skelly

#### **NSA – BOB KERNESS, STEVE ENDRESS**

Bob Kerness introduced himself, Jim Kimmel and Steve Endress. River Road Park will be inducted into the NSA Hall of Fame. What an honor! He gave a little background on NSA. River Road will be the 8<sup>th</sup> park district inducted. Induction banquet is in Florida probably first week in November. Dates and location are still being finalized. Congratulations on this well-deserved honor. In his opinion, River Road is one of the best facilities. Out of the 6 inductees, 2 are from Illinois. Steve Endress is the other from Illinois. Aaron oversees all the leagues and works with these gentleman and Bob Freyman for the grounds.

#### **KRS – BILL YOHNKA, EXECUTIVE DIRECTOR**

NA

#### **CONSENT AGENDA**

Consent agenda for Monday, December 12, 2022, board meeting minutes (November 14, 2022), financials October 2022 and bills payable for November 2022.

A motion to receive consent agenda was made by Commissioner Spriggs, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, D. Palmer, M. Matthews, R. Eads. Absent: D. Skelly

A motion to approve board meeting minutes (November 14, 2022) was made by Commissioner Spriggs, seconded by Commissioner Matthews. Upon roll call vote the following Commissioners voted aye: B. Spriggs, D. Palmer, M. Matthews, R. Eads. Absent: D. Skelly

A motion to approve financials October 2022 was made by Commissioner Spriggs, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, R. Eads. Nay: D. Palmer. Absent: D. Skelly

A motion to approve bills payable (November 2022) was made by Commissioner Spriggs, seconded by Commissioner Matthews. Upon roll call vote the following Commissioners voted aye: B. Spriggs, D. Palmer, M. Matthews, R. Eads. Absent: D. Skelly

#### **OLD BUSINESS**

**Approve Tax Levy Ordinance 2.23 (ACTION)**

A motion to approve tax levy ordinance 2.23 was made by Commissioner Spriggs, seconded by Commissioner Matthews. Upon roll call vote the following Commissioners voted aye: B. Spriggs, D. Palmer, M. Matthews, R. Eads. Absent: D. Skelly

### **Re-open Compensation Section of ED Agreement (ACTION)**

A motion to re-open compensation section of ED agreement was made by Commissioner Spriggs, seconded by Commissioner Eads. Discussion: Commissioner Eads said we came up with a 3-year contract. Given Dayna's progress with Recreation and Maintenance, think she has earned the extra compensation. Commissioner Spriggs agrees. Rick and Lisa have done extraordinary jobs under her. She certainly warrants the compensation. Director Heitz did speak to several Commissioners after the contract. Commissioner Palmer, Matthews and Skelly. Taken everything into considerations. Have a new Rec report, different programming. My staff is very leadable and really take to heart what we are trying to do here. Spent a lot of time with Rick hiring so that he could do the job he was hired for. Melissa is working on the new accounting system. Reporting will change with that. Commissioner Palmer thinks this should be part of executive session discussion. If we are dealing with compensation, do it without her present. Commissioner Eads thinks she should be present. Commissioner Palmer says we have other people in the room and don't think it's appropriate. The motion is for an additional 3% on top of the original 2%. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, R. Eads. Nay: D. Palmer. Absent: D. Skelly. Attorney Freeman wanted to make sure everyone is on the same page. The motion was for reopening the compensation section. A motion to approve the ED additional 3% for her 3-year contract was made by Commissioner Spriggs, seconded by Commissioner Eads. Discussion: Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, R. Eads. Nay: D. Palmer. Absent: D. Skelly

### **NEW BUSINESS**

NA

### **STAFF REPORTS**

#### **Superintendent of Buildings/Grounds**

**Rick Collins:** Appreciate the Commissioners who came out for the Tree of Honor.

Commissioner Eads asked Rick to share with his crew how nice it looked. Rick said the Quarry building work is completed. Working in the Civic kitchen and the Bridal suite.

#### **Superintendent of Business**

**Melissa Woodard:** We had a full staff meeting with our insurance broker to go over changes.

Worked with Lauterbach and Amen on the new accounting system and will be live next week and will change pay date from Thursday to Friday.

### **Superintendent of Recreation**

**Lisa Krenkel:** Had Tree of Honor event. Channel 7 was here for the event. Rec Department participated in Bradley and Kankakee parade. Thank you to maintenance for helping with the parade and tree of honor. Will be interviewing for Splash Valley positions while kids are home for winter break. Attending a PDRMA training on implementing intruder plan and lock down.

### **Executive Director**

**Dayna Heitz:** Going to have a Recreation retreat to plan for an entire year. 2 days in January and a couple in February. That leads into meeting with maintenance so they know ahead of time events and support they will give. Then we will move into budgeting. The levy will be recorded by the County. Accepting nomination packets for the Commissioner seat. Ariana attended a playground equipment trainer training. She will train staff for inspections and work with maintenance. Lisa and Dayna will be attending conference. Piggush is working on the harbor design. Looking to go out to bid in January-February. Commissioner Eads went to the gallery of trees and Lisa's tree looked great.

### **COMMITTEE REPORTS**

#### **KCCVB:**

**Commissioner Skelly:** NA

#### **Historical Society**

**Commissioner Eads:** Read a letter from Veronica at Historical Society thanking maintenance and Dayna for the roof work. Museum can't tax but we can so we give them those dollars.

#### **SRA**

**Commissioner Eads/Palmer:** Last meeting ED was not present, absent due to personal matter. Event was very well attended. Director Heitz met with ED and Foundation president. Great Mouse Race will be held at the Civic next year. District will do the liquor aspect as staff are Basset Certified.

#### **KRS**

**Commissioner Eads/Director Heitz:** Had a meeting with ED and discussed different fundraising options.

**Building Commission Report**

**Commissioner Palmer:** Meet tomorrow.

**COMMISSIONERS FORUM**

Commissioner Eads is very proud to deal with professionals. Staff makes us look very good.  
Have a Merry Christmas!

Director Heitz said we have been approached by Eastside Bulldogs for storing large tumbling mats in exchange we would be able to use them for our own programming. Consensus from board is that we don't have an area to store them.

**Executive Session**

NA

**ADJOURN MEETING**

A motion to adjourn the meeting was made at 6:02pm by Commissioner Spriggs, seconded by Commissioner Matthews. Upon voice vote, all ayes, motion carried.

**OFFICIAL REPORTS:**

1. Engagement proposal with Dr. Larry Reiner
2. Board Meeting Minutes (November 14, 2022)
3. October 2022 Financials
4. Bills Payable November 2022
5. Tax Levy Ordinance 2.23
6. Superintendent of Buildings & Grounds Report
7. Superintendent of Business Report
8. Superintendent of Recreation Report
9. Executive Director Report

Respectfully submitted: Melissa Woodard